

► Contractor Manpower Reporting.....COVER

► USACCE Purchase Request submittal Dates.....3

► Featured Employee ...4

○ FY2006 | ○ 3rd ISSUE | ○ APRIL

RCO-I Vicenza

Via Pra'Spineo, 16
36040 Lerino di Torri di Quartesolo
Vicenza, Italy



The RCO outlook

PUBLISHED BY THE USACCE REGIONAL CONTRACTING OFFICE, ITALY

Contractor Manpower Reporting CMR

Contractor Manpower Reporting System, what is it? The following is an excerpt from the Contractor Manpower Reporting Application, Version 2.1, dated 2 February 2006. "The CMR system is a business process to collect information on funding source, contracting vehicle, organization supported mission and function performed, and labor hours cost for contracted efforts. Contractors or the Army requiring activity input actual labor hours, dollars, and other information directly from their accounting systems into the CMR system, using their existing timekeeping personnel, accounting systems as well as information supplied with the contract. Existing financial management and procurement systems do not completely distinguish between goods and services, nor do they identify the specific organization for which the work is being performed.

The CMR will enable the Army to (1) fully understand the composition of the Army workforce (military, civilian, and contractor), and allow for more informed workforce staffing and funding decisions; (2) provide better oversight of our workforce, avoid duplication of effort, or shifting of in-house reductions to contract; and (3) better account for and explain our total Army workforce.

The CMR captures information about the private sector performance of services supporting functions identified as the

responsibility of the Secretary of the Army in 10 United States Codes Section 3013. These include: recruiting; organizing; supplying; equipping (including research and development); training; servicing; mobilizing; demobilizing; administering (including the morale and welfare of personnel); maintaining; the repair of military equipment and the maintenance and repair of buildings. In addition, CMR captures reimbursable functions for which the Army is the executive agent and functions, which support operational requirements of combatant commanders. Additional information, including the guidance approved by the Secretary of the Army about CMR, can be found on the CMR website <https://contractormanpower.army>."

It should be noted Contracting Officers will only be able to verify data reported by a contractor and will not have access to the reported manhours or labor costs. The Contracting Officer's Representative (COR) of the organizations requiring the contractor's services are responsible to ensure the data is loaded into the system.

"In addition to CMR, the Secretary of the Army has also mandated that customers determine the equivalent manpower that contractors will perform under new services contracts and option years, and request authorization prior to submitting PR&Cs. Contractor Manpower Equivalency, or CME, requires each customer to estimate the

cost of the proposed contract and its impacts to the TDA (staffing authorization) if the Government performed the work instead. CME will be implemented by USAREUR in phases, with service contracts for contractor augmentees to staffs and agencies being first. Eventually all service contracts may require CME authorizations from IMA-E or USAREUR. Both the USAG-V and SETAF Resource Management offices (RMO) are developing policies implementing CME. Contact your RMO for more information."

Contracting questions? Call us anytime.

RCO Chief: Frank Petty 634-3907
Business Operations Manager:
Pamela Runyon 634-3926
Construction Branch: Rudy Prischich 634-3913
Supply-Service Branch: Nella Cappello 634-3903
Government Purchase Card:
Ron Crowder 634-3921 and / or
Roberto Schiavon 634-3917
Acquiline-PRWeb: Bryan Ball 634-3925
Central Contractor Registration-DUNS Number-
CAGE Codes:
Ornella Pozzer 634-3922

To access us from a commercial line, dial 0444-71 and the last four digits of the numbers listed above.

International: DSN 314 634-xxxx
Commercial +39 0444-71-xxxx

Sub-Office Chief, USAG-LIVORNO:
John Campos 633-8362 / 8363
Commercial: 05032-5538363 / 63

Your Feedback is appreciated. Tell us what we need to work on.

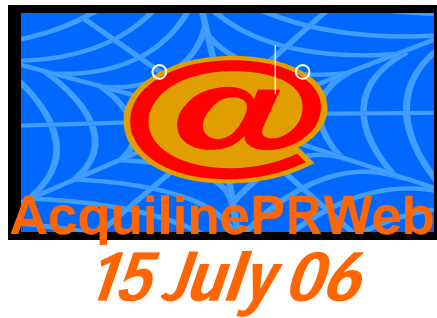


Click on:

Interactive Customer Evaluation

http://ice.disa.mil/index.cfm?fa=site&site_id=143





Mandatory use of Acquiline / PR Web to submit all Purchase Requests (PR&C) will be here 15 July 2006. This is the last date the RCO will accept paper copies of PR&Cs.

Acquiline classes take place at the RCO every Wednesday, 0900-1200 .

To get into one of the training sessions, please send an e-mail to the following address:

bryan.ball@rco.voic.usacce.army.mil. For urgent requests, please contact Bryan Ball directly at DSN 634-3923.

Master Contracts to be Replaced with BPA's

When the 16 master contracts expire on 30 APR 06, they will be replaced with 29 Blanket Purchase Agreements (BPA). RCO Italy competed these BPA's with over 50 firms submitting offers, for the following general supplies/services categories –

- Office Supplies
- Electrical
- Appliances
- Construction Materials
- Carpet & Upholstery
- Fire, Safety & Mechanical
- Lumber
- Incidental Services
- Plumbing, Paint, & Hardware

We received great prices in the categories, with up to a 30% savings off catalog prices.

GPC cardholders, if you want to become a “BPA Caller” contact Ms. Nella Cappello at nella.cappello@rco.vic.usacce.army.mil for training and assignment.

COR Training Planned for June

Contractor Officer Representative (COR) training is anticipated in **Livorno on 12-16 June** and in **Vicenza on 19-23 June**. This training is mandatory for all new CORs and COR's on a one-year interim (non-extendable). Current CORs can meet their bi-annual refresher training by attending this course (refresher training can also be done on-line). Those desiring to attend the training in Livorno should contact John Campos (633-8362) and in Vicenza contact Sara Stephens (634-3902) or Pam Runyon (634-3926).





United States Army Contracting Command - Europe

Purchase Request Submittal Dates for Fiscal Year 2006

The deadlines for submission of FY 06 purchase requests for all USACCE Contracting Offices are shown in the following table. These dates are based on receipt of a complete and accurate requirements package. If the package is incomplete or contains inaccuracies, resolution will delay award, and the package may be returned to the requiring activity. Acceptance of purchase requests submitted after the established cut-off dates is at the discretion of the Chief of the Contracting Office.

Supplies & Services	Amount	Received at RCO by:
Commercial & Non-Commercial Items	Up to \$100,000	31-Aug-06
Commercial Items	\$100K - \$5M	30-Jun-06
Non-Commercial > \$ 100K and Commercial > \$ 5M	All	30-Apr-06
Delivery or Task Orders against Single Award IDIQ and Requirements Type Contracts	All	15-Sep-06
Delivery or Task Orders against Multiple Award IDIQ		
Orders	Up to \$99,999	15-Sep-06
Orders	\$100K & over	15-Aug-06
Construction, Repair and Maintenance		
C & D Type Contracts	Under \$100,000	15 AUG 06
C & D Type Contracts	\$100K to \$299,999	31-Jul-06
C & D Type Contracts	\$300K & Over	30-Jun-06

Notes:

These dates incorporate *procurement* lead-time only. Add to your lead-time the appropriate delivery or performance lead-time. **Add 30 calendar days for any purchase that will use trade-off source selection procedures.** Add 45 calendar days for any supply item subject to the Trade Agreements Act (FAR Part 25).

Piacere

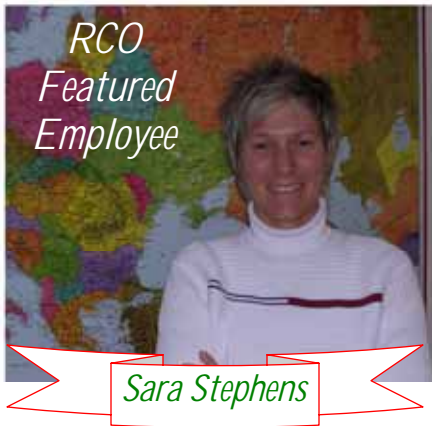


The RCO welcomes Staff Sergeant Desrick Rhooms to the organization! SSG Rhooms is attached to the RCO from 208th Finance Battalion Detachment B.

He'll be performing budget analyst duties as well as serve as a procurement technician. SSG Rhooms has more than twelve years of exemplary service with the Army and recently returned from a successful tour in Afghanistan with SETAF as a budget NCO.

Please join us in extending a warm welcome to SSG Rhooms!





RCO Italy congratulates Ms. Sara Stephens for becoming the first Local National Contracting Officer to earn the highest level of certification in Defense Contracting. Sara has earned Level III Contracting certification in accordance with strict standards required by the US Congress' Defense Acquisition Workforce Improvement Act. She has fulfilled contracting training, education, and experience requirements that demand years of concerted effort.

Sara has been employed by the RCO for six years, and has been a warranted contracting officer for one year. Her progress to Level III Certification in record time is a testament to her enthusiasm and keen focus on excellence. She has taken many complex procurements to fruition, including the multi-million dollar *South of the Alps* vehicle maintenance program essential to the reset of SETAF equipment, and the €6 million Mania go Training Area ordnance removal contract. Sara is on the cutting edge of contracting, providing support the to joint US-Russian training exercise *Torgau 06* as the Lead Contracting Officer for the exercise.

Sara has recently become the Contracting Officer's Representative program coordinator and trainer for the RCO. As she executes her training and COR review program, Sara may be contacting your organization to perform assistance visits and file reviews.

Again, congratulations to Sara Stephens for her achievement!

BAD CARDHOLDERS

Census Contractor Arrested for Theft from Government

On March 1, 2005, OIG agents, working with local police, arrested a Census Bureau vendor in Elgin, Illinois, on state charges that he stole approximately \$20,000 from the bureau over a period of approximately eight months. Our investigation found that between January and August 2004, the vendor had billed more than 20 fraudulent charges to a government purchase card account using online software. The theft went undetected for a period of time because the purchase card was routinely used to pay the vendor for legitimate services rendered to the bureau, so similar charges were initially overlooked when monthly statements were reviewed. The fraudulent charges were identified as a result of routine random audits conducted by the agency and were immediately reported to OIG. At the time of his arrest, the defendant was charged with two counts of unauthorized use of a credit card in violation of state criminal statutes. On April 21, 2005, the defendant pleaded guilty to the charges; a date for sentencing has not yet been scheduled. (Alexandria Resident Office)

FT. Benning

A cardholder has been found guilty and sentenced to a jail term of five years, with three years of probation once released. The government has found that he has spent at least \$258k on prohibited purchases. The

Billing Official has also been identified and cited for dereliction of duty. He was in the process of being reprimanded when he resigned his post.

GPCARD Training Calendar



**Scheduled 2006
Dates**

April 4th & 25th

May 9th & 23rd

June 6th & 20th

To reserve a seat in any training class, please call 634-3911 at the RCO-I. For \$25k accounts, training will be provided upon request. You are reminded, it is required that the DAU purchase card tutorial be completed either before or directly after training. There site is located at <https://learn.dau.mil/html/login/login.jsp> you must register with DAU first to obtain a UserID and PW before taking the on-line training.

Those of you assigned to Camp Darby, training will be scheduled as needed. Contact John Campos, Chief of the Livorno Sub-Office at 633-8362.

Need forms, guidance, or other GPCard information. The RCO Intranet Web Site is a great place to find what you may need. Customer request form, desktop purchase log, billing official and cardholder set and/or maintenance applications w/instructions, Merchant Category Code information, US Army SOP, and US Bank C.A.R.E. information.

The site is located at <http://www.usacce.army.mil/vicenza/> once you arrive, click on the Services icon, and next click on the GPC icon. If you are experiencing any problems you may contact the Agency/Organization Program Coordinator (A/OPC), Ron Crowder at dsn 634-3921 or e-mail ron.crowder@rco.vic.usacce.army.mil

